

Detention Officer Application

Shift: Rotating

Wage: \$16.00/hr. Starting

Requirements:

Must have a high school diploma or equivalent. Must possess a valid Montana driver's license, be physically fit, and have basic level of computer literacy. A full criminal history will be conducted.

Job Description:

Detention officers work 12 hour rotating shifts. Shifts consist of day shift (0700-1900 hours) and night shift (1900-0700 hours). Shift rotation may vary based on needs of the Agency. Monthly schedules are provided in advance. The duties of a Rosebud County Detention Officer consist of a wide range of detention responsibilities to include inmate and facility security, care and all associated reporting and documentation requirements.

Duties:

Duties consist of but are not limited to the following:

- All aspects of booking to include fingerprinting, photographing and all written and computer documentation.
- Provide care to inmates to include feeding, dispensing medications and monitoring inmate security.
- Officers are required to clean and maintain the facility which consists of sweeping, mopping, vacuuming, shoveling sidewalks, cleaning walls and kitchen appliances, changing lights (climbing ladders) and doing laundry.
- Timely submission of typed incident reports to the supervisor as needed.
- Officers must be physically fit and capable of defending themselves or others and subduing resistive or physically combative inmates as necessary.
- Officers must be able to lift at least 50 lbs. off the ground and be able to lift a minimum of 10 lbs. above their head.
- Officers may be required to guard inmates at the hospital, supervise a trustee or community service worker and to provide security for medical staff or others working in the facility.
- Officers may be required to be on their feet for prolonged periods of time.
- Officers must be able to think clearly and react quickly and professionally during emergency situations such as fire, riot, hazmat and medical emergencies.
- Officers will conduct themselves politely and professionally when dealing with the public, inmates and co-workers.
- Officers are subject to being called out to work from off duty time as needed.

PLEASE SEE ABOVE INFORMATION. Online applications may be sent to Undersheriff Scott McDermott at smcdermott@rosebudcountymt.com. For any questions about online application process, call Undersheriff Scott McDermott at (406)346-2715.

Rosebud County is an equal opportunity employer